

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P.O. Box 335 ~ El Granada, California 94018
Telephone: (650) 726-7093 Facsimile: (650) 726-7099 Email: gsd@netwiz.net

MINUTES BOARD OF DIRECTORS MEETING January 3, 2002

CALL TO ORDER: The meeting was called to order at 7:37 p.m. by Board President Bill Katke at the District Office in El Granada.

ROLL CALL: Attending Directors were: President Bill Katke, Vice President Leonard Woren, Secretary Fran Pollard, and Board Member Shawn McGraw. Treasurer Laura Stein was not present.

Attending staff were: Legal Counsel Jonathan Wittwer, Engineer Howard Hoffman, Administrator Gina Holmes, and Assistant Administrator Delia Comito.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION: There were no speakers from the public. However, for public awareness, Director Woren took the opportunity to show an aerial photo of a subdivision application at Pillar Point near the radar station, which will create four parcels for three proposed single family dwellings.

CONSENT AGENDA:

Director Woren held the following Consent Agenda items for discussion:

1. Approval of meeting minutes for December 6, 2001.
4. Approval of GSD financial statements for November 2001.
7. Approval of GSD Hold Harmless Agreement with Sewer Authority Mid-Coastside for possible damage caused by the District's connection to Intertie Pipeline System (IPS).

Director Pollard moved to approve the following Consent Agenda items:

2. Approval of minutes for December 17, 2001 special meeting.
3. Approval of warrants totaling \$99,258.94 (check #3148 to #3168).
5. Approval of payments from Bond Administration fund totaling \$2,838.09.
6. Approval of policy for placement of District Web Site updates.
8. Approve District Engineer's recommendation to accept Class 3 Mainline Extension to serve APN: 047-163-600, 822 Dolphine Avenue, El Granada (Owner: Xuong Dang).

4-0 (Pollard/Woren)

1. Approval of meeting minutes for December 6, 2001: Woren requested the following corrections to these minutes: Under Special Presentation, delete hyphen in *outgoing*; Under item #8, replace the word *reading* with *announcing*; under item #7 in first paragraph, reword *Needs Assessment Study authors to one of the authors of the (etc.)*. **Director Woren moved to approve as amended. (Woren/McGraw) 4-0**

4. Approval of GSD financial statements for November 2001: After pointing out a specific accounting issue he wished to discuss with Staff in the near future, **Director Woren moved to approve. (Woren/McGraw) 4-0**

7. Approval of GSD Hold Harmless Agreement with Sewer Authority Mid-Coastside for possible damage caused by the District's connection to Intertie Pipeline System (IPS): After a short discussion, this item was tabled to a later meeting.

ACTION AGENDA

9. Discuss/consider approving District Engineer's recommendation for District facilities improvement on Capistrano Road over storm drain emptying onto beach in Pillar Point Harbor near Barbara's Fish Trap: District Engineer Howard Hoffman reviewed his Staff Report provided in the agenda packet on this item. His recommendation is to add this project to the upcoming Capital Improvement Project (CIP), as it would be less costly and the work would not be started any sooner otherwise. Investigation of the source of this problem is continuing.

After some discussion, **Director Woren moved to approve the District Engineer's recommendations to replace the backfill around the sewer main over the storm drain in Capistrano Road and to add the project to the CIP. (Woren/McGraw) 4-0**

10. Discuss and approve Special Assessment District Meeting scheduled for January 12, 2002 with District Bond Counsel G.A. Laster: The Board discussed setting the date for an educational meeting on the Assessment District, and to decide if it would be combined with the tentative Board Retreat Meeting to outline the Board's goals for this year. Bond Counsel Jerry Laster was in attendance, and he suggested that a substantial amount of time would be needed for him to go over the Assessment District with the Board.

After some discussion, **Director Pollard moved to approve scheduling a Special Board Meeting for the Assessment District to be held on Saturday, January 26, 2002 from 10:00 a.m. to 1:00 p.m. (Pollard/McGraw) 4-0**

11. Discuss and approve discussion topics and set date for Special Board Retreat Meeting: District Administrator Gina Holmes reviewed the documents provided in the agenda packet for this item. The Board discussed what items might be placed on the agenda and weather there should be a facilitator. After extensive Board discussion, **Director Woren moved to schedule a Special Board Retreat Meeting for Saturday, January 12, 2002 from 10:00 a.m. to 3:00 p.m., and directed Staff to ask former Board Member Joe Carlevaris if he would facilitate that meeting. (Woren/Pollard) 4-0**

12. Direct District Staff to contact SAM personnel regarding corrective measures being taken on wet weather overflow problems and to compose and issue press release regarding District/SAM actions: Board President Bill Katke explained that he placed this item on the agenda in response to public complaints. After some discussion, **Director Woren moved to direct Staff to contact SAM personnel regarding corrective measures being taken on wet weather overflow problems and to compose and issue a press release regarding the District and SAM actions. (Woren/Pollard) 4-0**

13. Discuss/consider approving directing Legal Counsel to write letter to Coastal Commission requesting that parcel legality be considered a substantial issue in the appeal of permit number A-2-SMC-01-032: During Board discussion on this item regarding the DaRosa project in Miramar, District Counsel Jonathan Wittwer clarified that the District may take a position on parcel legality as it relates to sewer discharge and District Ordinance No. 139. After some discussion, **Director McGraw moved to direct District Counsel to compose a letter to the Coastal Commission, from the Board, as stated in this agenda item. (McGraw/Pollard) 4-0**

At 8:57 p.m., President Katke recessed the meeting for a brief break. The meeting reconvened at 9:09 p.m. It was agreed that the Board would address Agenda Item #18, Closed Session, and then return to the remaining agenda items as numbered.

At 9:10 p.m. Board President Katke read the Closed Session item and adjourned to Closed Session.

18. ADJOURN TO CLOSED SESSION: Conference with Legal Counsel: Existing Litigation Govt. Code Subdivision (a) of Section 54956.9 Superior Court of the State of California for the County of San Mateo Complaint: Foreclosure for Delinquent Payment of Assessment(s) Pursuant to Streets and Highways Code Section 8830 et seq.:

Granada Sanitary District v. Arthur Settlemyer, **Case No. 417711**
v. Wayne Stockwell, **Case No. 417720**
v. Melvin Thompson, **Case No. 417727**

RECONVENE TO OPEN SESSION: At 9:57, the meeting reconvened to Open Session. District Counsel announced that no reportable action was taken during the Closed Session.

14. DIRECTORS' COMMENTS and COMMITTEE MEETING REPORTS: Sewer Authority Mid-Coastside 12/20/01 Meeting Report: Director McGraw reported on the special SAM Meeting regarding the General Manager search. Director Woren announced that Dennis Coleman is the new Vice Chair on the SAM Board of Directors.

INFORMATION CALENDAR:

15. Administrator's Reports: Update on status of Assessment District Financial Statements for the fiscal year ending June 30, 2001, Report of Administrative Activities for December 2001, Report of Sewer Connection Permits issued in 2001: Holmes briefly explained or reviewed each administrative item for the board.

16. Engineer's Report: There was no report at this time from the Engineer.

17. Attorney's Report: There was no report at this time from the Attorney.

At 10:10 p.m. Director Woren moved to extend the meeting to 10:20 p.m. (Woren/Pollard) 4-0

19. SET FUTURE AGENDA: Discuss Agenda items for the January 17, 2002 Board Meeting: The Board discussed what agenda items would be placed on the January 17, 2002 meeting agenda.

ADJOURN: Woren moved to adjourn the meeting at 10:28 p.m. (Woren/Pollard) 4-0

Submitted on: January 25, 2002
SUBMITTED BY:

Approved on: February 21, 2002
APPROVED BY: